

Noblis, Inc.

Authorized Federal Supply Schedule Price List

**FACILITIES MAINTENANCE AND  
MANAGEMENT (03FAC)**

Contract Number: GS-21F-0023W



3150 Fairview Park Drive South  
Falls Church, VA 22042-4519  
Tel 703-610-2007 or 877-662-4799  
Fax 703-610-2020



# **Noblis, Inc.**

**General Services Administration**

**Federal Supply Service**

## **Authorized Federal Supply Schedule Price List**

### **FACILITIES MAINTENANCE AND MANAGEMENT (03FAC)**

**FSC Group 03FAC, Facilities Maintenance and Management for  
Real Property Solutions**

**Contract Number: GS-21F-0023W**

**Period Covered by Contract:** 3 November 2009 through 2 November 2014

**Price List Effective:** 7 September 2010 (Current through Modification PS-0003)

#### **Noblis, Inc.**

3150 Fairview Park Drive South  
Falls Church, VA 22042-4519  
Toll-Free 877-662-4799  
Tel 703-610-2000  
Fax 703-610-2020  
E-mail: 03FAC@noblis.org

#### **Contract Administrator:**

James Findley, 703-610-2290

Business Size:

Large Business

Taxpayer Identification Number (TIN):

54-1781521

CAGE Code:

05DZ5

DUNS Number:

932902364









Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is [www.gsaadvantage.gov](http://www.gsaadvantage.gov).

For more information on ordering under the 03FAC Schedule, please refer to the FSS Schedule link at [www.gsa.gov](http://www.gsa.gov).



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# Noblis Corporate Overview

## **The best of science, technology, and strategy... for the best of reasons**

Noblis is a nonprofit science, technology, and strategy organization that helps clients solve complex scientific, systems, process, and infrastructure problems in ways that benefit the public.

Our unique impartial, independent stance assures clients that our counsel and implementation support is offered purely in their best interests.

Noblis is renowned for its work with numerous federal and state government agencies, as well as private-sector and nonprofit clients. We bring the best of scientific thought, management, and engineering know-how to find solutions that are practical, efficient, and effective. You will find Noblis at work in many fields, including energy and climate change, sustainability and the environment, national and homeland security; transportation; healthcare; criminal justice; oceans, atmosphere and space; and public safety.

## **Bright minds are drawn to Noblis**

It is our belief that our country's greatest challenges deserve nothing less than the most sound and sustainable solutions that the human mind can invent. So it is no surprise to find that many of the best minds in science, engineering, research, management, and technology today work at Noblis.

Experienced thought leaders and subject-matter experts support every project, combining intellectual rigor, domain expertise, and critical thinking with a wide-ranging and forward-looking view. Many have had extensive experience in federal, state, and local government, as well as many leading organizations in the private and nonprofit sectors. These recognized experts could work anywhere, but they choose Noblis because they are passionate about making lasting contributions to society—the kind that save lives, make people safer and healthier, improve the environment, enhance economic well-being, and strengthen critical infrastructures.





## **A collaborative experience**

As accomplished scientists, engineers, analysts, researchers, and technology and management experts, we respect the power of each individual mind. However, we realize that we deliver our best thinking when we collaborate with our clients across our many disciplines, looking from every angle to find the most complete and lasting solutions.

At Noblis, there is always a free exchange of ideas and knowledge and many a lively debate. You can expect the process to be stimulating, enlightening, thought-provoking, and—on the whole—quite enjoyable as we work together toward successful solutions. The collaborative culture at Noblis has made possible our long and proud heritage of transforming information into the knowledge required to provide a public benefit and of transferring the knowledge we have gained to public use.

## **We do what's right and what works**

When the stakes are so high that our clients can't afford limited thinking, these business and government leaders turn to Noblis. They count on us to bring a fresh perspective and an objective, impartial view to solving their energy, systems, process, and infrastructure problems. They know we will be both inventive and practical in our thinking, considering carefully how best to meet stakeholder requirements, accommodate changes in technology, and operate with sufficient safety, privacy, and security. When you work with Noblis, the solution we provide will be effective and efficient. It will work well today, be sustainable for many tomorrows, and best serve the public interest.



# Customer Information

## 1. **Authorized Special Item Numbers (SINs):**

- a) Special Item No. 871 202 Energy Management Planning and Strategies  
Special Item No. 871 203 Training on Energy Management  
Special Item No. 871 205 Energy Program Support Services  
Special Item No. 871 206 Building Commissioning Services  
Special Item No. 871 207 Energy Audit Services  
Special Item No. 871 208 Resource Efficiency Management (REM)  
Special Item No. 871 209 Innovations in Energy  
Special Item No. 871 210 Water Conservation  
Special Item No. 871-211, Energy Consulting Services  
  
**DISAST**  
**RECOV** Disaster Recovery available on all awarded SINs.
- b) Pricing: Labor Category rates proposed in support of all authorized SINs are valid for all sites.
- c) Hourly Labor Rates: see Pricing Appendix

## 2. **Maximum order threshold:**

\$1,000,000—all SINs

## 3. **Minimum order:**

\$100—all SINs

## 4. **Geographic coverage (delivery area):**

United States

## 5. **Point(s) of production (city, county, and state or foreign country):**

Noblis, Inc.  
3150 Fairview Park Drive South  
Falls Church, VA 22042



**6. Discount from list prices or statement of net price:**

Prices shown herein are NET discounted. See Pricing Appendix.

**7. Quantity discounts:**

For a single order of \$500,000 or more, an additional discount of 1% will be given at the time the initial order is placed.

**8. Prompt payment terms:**

0% NET 30 days or “There is no special discount offered for prompt payment, payment terms are NET 30 days.”

**9. Notification that government purchase cards are accepted up to or above the micro-purchase threshold:**

Yes

**10. Foreign items (list items by country of origin):**

N/A

**11. Delivery:**

- a) Time of delivery:  
Per agreed-to delivery on each Task Order.
- b) Expedited Delivery:  
N/A
- c) Overnight and 2-day Delivery:  
N/A
- d) Urgent Requirements:  
Urgent Requirements are specified in negotiated delivery/task orders.

**12. F.O.B. point(s):**

Destination

**13a. Ordering address(es):**

Noblis, Inc.  
Attention: James Findley  
3150 Fairview Park Drive South  
Falls Church, VA 22042



**13b. Ordering procedures:**

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)).

**14. Payment address(es):**

Check/U.S. Mail:

Noblis, Inc.  
PO Box 79608  
Baltimore, MD 21279-0608

ACH:

Noblis, Inc.  
c/o Suntrust Bank  
Richmond, VA  
Account Number: 202131939  
ABA: 061000104

**15. Warranty provision:**

N/A

**16. Export packing charges, if applicable:**

N/A

**17. Terms and conditions of government purchase card acceptance (any thresholds above the micro-purchase level):**

N/A

**18. Terms and conditions of rental, maintenance, and repair (if applicable):**

N/A

**19. Terms and conditions of installation (if applicable):**

N/A

**20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):**

N/A



**20a. Terms and conditions for any other services (if applicable):**

N/A

**21. List of service and distribution points (if applicable):**

N/A

**22. List of participating dealers (if applicable):**

N/A

**23. Preventive maintenance (if applicable):**

N/A

**24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):**

N/A

**24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g., contractor's website or other location). The EIT standards can be found at [www.Section508.gov](http://www.Section508.gov):**

N/A

**25. Data Universal Number System (DUNS) number:**

932902364

**26. Notification regarding registration in Central Contractor Registration (CCR) database:**

Yes



## 03FAC Information

Facilities Maintenance and Management, Schedule number 03FAC, is a Multiple Award Schedule that provides federal agencies with a streamlined procurement device to acquire all of the services necessary to maintain and manage a facility. Specifically, under the 03FAC Schedule, Noblis provides comprehensive energy management services under the special items number list on the following page.

Noblis brings more than 25 years of experience providing energy solutions to the federal government and understands the critical challenges facing federal agencies that seek to effectively manage energy and water resources. We are experts in developing and implementing strategies, programs, initiatives, and projects to help federal clients comply with the energy and water conservation requirements and the renewable energy and greenhouse gas emission goals outlined in the Energy Policy Act of 2005, the Energy Independence and Security Act of 2007, Executive Order 13423 signed into action in January 2007, and Executive Order 13514 signed into action in October 2009. Federal agencies can access this knowledge and experience from Noblis through the 03FAC Schedule.

Noblis uses a systems engineering approach that draws from an integrated discipline set, applying whatever experts are needed to solve problems in complex interdisciplinary fields, such as energy security, SmartGrid, climate-change adaptation, greenhouse gas management, biofuels, and renewable energy acquisition. Our in-house technical resources consist of more than 500 accomplished scientists, engineers, researchers, and technology experts; this abundance of seasoned and knowledgeable personnel allows us to access specific domain expertise and to deliver tailored solutions to our client's most pressing needs.



## 03FAC Services Offered by Noblis

Noblis, Inc. performs the following services under these Special Item Numbers (SINs):

**871 202 Energy Management Planning and Strategies** — This SIN is a four-phase comprehensive energy management solution consisting of all four phases of an energy project; could pertain to a variety of energy projects that include, but are not limited to, renewable energy, sustainable energy, and energy efficient buildings certification programs such as Leadership in Energy and Environmental Design (LEED).

**1. Consulting/Auditing/Energy Management Solutions** – Includes strategic planning, energy assessments (e.g., feasibility, vulnerability and other detailed assessments), development and execution of energy audits, audit plans, renewable energy surveys, and energy management solutions.

**2. Concept Development and Requirements Analysis** – Includes analysis of audit results and outlined requirements to design a detailed energy management project concept.


**3. Implementation and Change Management** – Includes implementation and integration of more energy efficient practices and systems, as well as training in using them effectively.

**4. Measurement and Verification** – Includes the performance assessment and measurement of the effectiveness and energy efficiency of the project and can include long-term monitoring, verification of savings, and benchmarking.

**871 203 Training on Energy Management** — This SIN includes, but is not limited to, reducing energy consumption, mitigating risk with energy systems, operating systems efficiently, making energy-efficient system choices, and energy-efficient buildings certification programs such as LEED.

**871 205 Energy Program Support Services** — This SIN includes, but is not limited to, energy-choice analysis and/or feasibility studies, billing and management oversight to





include utility bill auditing, utility-bill database set up and management, reporting, bill itemization and allocation, bill payment, and assistance in preparing energy-services-related agency statements of work. Energy-efficient buildings certification programs such as LEED may be included.

**871 206 Building Commissioning Services** — This SIN includes, but is not limited to, comprehensive building commissioning services on new construction, major modernization projects, and existing energy consuming buildings and facilities designed to ensure that the building systems are designed and built to operate as efficiently as possible. This includes re-commissioning and retro-commissioning services. Energy-efficient buildings certification programs such as LEED may be included.

**871 207 Energy Audit Services** — This SIN includes, but is not limited to, developing, executing, and reporting on audit plans and/or performing energy- and water-audit services. Energy audits may range from cursory to comprehensive, including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution (may include recommendations for using alternative energy sources). Energy-efficient buildings certification programs such as LEED may be included.

**871 208 Resource Efficiency Management (REM)** — This SIN includes, but is not limited to, providing information on possible steps that will improve energy efficiency. This information shall include estimates of cost savings and environmental benefits, such as onsite analysis of current operations, equipment, and energy-purchasing patterns. This may include the services of a resource-efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency. Energy-efficient buildings certification programs such as LEED may be included.

**871 209 Innovations in Energy** — This SIN includes innovative approaches to renewable and sustainable energy, sustainability services, and energy-management technology and services. These might include, but are not limited to, new developments or improvements in providing renewable energy and managing energy through biomass



conversion, solar energy, fuel cells, geothermal energy, hydropower (tidal power, wave power, tidal stream power, waterwheels, and hydroelectricity), wind power, or other sources. These approaches should be capable of providing renewable and sustainable energy and sustainability services that are more carbon-neutral, thereby lessening dependence on traditional non-renewable, fossil-fuel sources of energy, such as coal, oil, natural gas, and propane. This could include sustainability and carbon-management solutions such as analysis, footprinting, measuring, mitigation, verification and management, training on new energy technologies and systems, life-cycle costing, and maintenance and operational support of renewable energy systems. It could also include the implementation, testing, and evaluation of networked energy management systems and services that use Internet Protocol–Next Generation (IPv6) enabled systems configured using open standards architecture, which can include Power over Ethernet (POE) implementation; wireless configurations; data security using IPSEC or 128 DES Encryption standards; high-reliability, NIST-compliant, and demonstrated energy efficiencies or cost savings; and the ability to integrate with the data infrastructure and backbone of existing information systems.

**871 210 Water Conservation** — This SIN includes services and consulting related to the reduction of water usage, recycling of water for multiple purposes, retention of water, and improvement of water quality and water flow. These services can include, but are not limited to, facility water audits, water balance, and water-system analysis.

**871 211 Energy Consulting** — This SIN includes services and consulting related to providing expert advice, assistance, guidance or counseling on energy related projects or initiatives to assist agencies in adhering to energy legislation and policy such as EPACT 2005, Executive Orders 13423 and 13514. Consulting services covered by this SIN include:

- Energy management or strategy
- Energy program planning and evaluations
- Energy related studies, analyses, benchmarking and reporting such as feasibility studies, vulnerability assessments, and energy security
- Assistance in meeting energy efficient building standards such as Leadership in Energy and Environmental Design (LEED), Green Globes and Energy Star.
- Advisory services in obtaining alternative financing for energy projects such as Energy





Savings Performance Contracts, Power Purchase Agreements or Enhanced Use Leases

- Consulting on carbon emissions trading programs
- Consulting on where to obtain renewable energy credits/certificates
- Consulting on greenhouse gas measurement and management
- Strategic sustainability performance planning
- Consulting on obtaining high performance sustainable buildings

**DISAST  
RECOV** — Section 833 of the John Warner National Defense Authorization Act for fiscal year 2007 (Public Law 109-364) amended 40 U.S.C. 502 authorizes the Administrator of General Services to provide for the use of Federal Supply Schedules by state and local governments for the purchase of products and services to be used in advance of a major disaster declared by the president, as well as in the aftermath of an emergency event (such as a major disaster, terrorism, or a nuclear, biological, chemical, or radiological attack) to facilitate recovery.

State and local government entities are responsible for ensuring that the products or services purchased are to be used to facilitate recovery.

Disaster Recovery Purchasing is available under all awarded SINs.



# Labor Categories (See Pricing Appendix for Hourly Rate Information)

## Energy/Facilities Senior Fellow/Director

**Minimum/General Experience:** Minimum of 18 years experience.

**Duties/Functional Responsibilities:** Provides broad technical leadership to a wide range of work programs; responsible for providing significant contributions to the company's most difficult and challenging scientific, engineering, or analytical projects and activities. May provide management and deliverable quality of a major organizational service offering or business unit. Principal technical spokesperson for Noblis on company capabilities and future efforts. Oversees the technical direction of implementing new technologies, strategies, or methods. Exhibits a superior degree of ingenuity, creativity, and resourcefulness in problem-solving. Independently prepares and presents a variety of technical information and contributes to the development of innovative principles and ideas. Provides guidance and direction in resolving the most complex program management and organizational problems. May direct internal research programs in support of scientific and technological advances. Represents the organization to key clients on critical issues. May integrate client objectives to influence direction, schedule, outcomes, budget, and quality of one or more work programs. Acts as peer advisor and is recognized as an industry expert and technical opinion leader both internally and externally.

**Minimum Education:** Bachelor's degree or equivalent experience (*1 year of education = 1.5 years of experience*).

## Energy/Facilities Fellow/Senior Manager

**Minimum/General Experience:** Minimum of 15 years experience.

**Duties/Functional Responsibilities:** Provides broad technical leadership to one or more work programs. Responsible for contributing to Noblis' most difficult and challenging scientific, engineering, or analytical projects and activities. May act as a principal technical spokesperson for Noblis with one or more clients, and represents company capabilities and future efforts. Exhibits a great degree of ingenuity, creativity,



and resourcefulness in problem-solving. Resolves complex program management and organizational problems. Leads work and outcomes of team members to integrate into project objectives. Provides frequent critical and prominent subject-matter input to major decision-making processes. May peer-review internal and customer-focused technical publications. May write and present external and internal publications. Recognized as technical opinion leader both internally and externally.

**Minimum Education:** Bachelor's degree or equivalent experience (*1 year of education = 1.5 years of experience*).

### **Energy/Facilities Senior Principal/Manager**

**Minimum/General Experience:** Minimum of 9 years.

**Duties/Functional Responsibilities:** Provides technical leadership to one or more projects. May act as principal technical spokesperson for Noblis with one or more clients, and represents company capabilities and future efforts. Exhibits a high degree of ingenuity, creativity, and resourcefulness in problem-solving. Achieves objectives and solves problems in creative and innovative ways. Identifies alternative applications for existing tools, techniques, and technologies. Advises clients of technical developments, and anticipates technical needs to influence outcomes. Provides input and may oversee the development of internal and customer-focused technical publications. Solves extremely complex problems through analysis of situations and data involving tangible and intangible variables.

**Minimum Education:** Bachelor's degree or equivalent experience (*1 year of education = 1.5 years of experience*).

### **Energy/Facilities Principal**

**Minimum/General Experience:** Minimum of 7 years. Employs extensive knowledge and experience as a generalist or specialist.

**Duties/Functional Responsibilities:** Uses a variety of professional concepts and methodologies. Exercises broad judgment in selecting methods, techniques, and evaluation criteria to obtain results. Develops and applies analyses of situations or data



using an in-depth evaluation of various factors. Recognizes and explores other work, tools, techniques, and technologies to improve or influence results. Writes a variety of documents and prepares and presents briefings based on materials. Works independently to determine approach to and objectives of work assignments. Leads tasks or segments of programs; may provide technical leadership/direction to complete programs.

**Minimum Education:** Bachelor's degree or equivalent experience (*1 year of education = 1.5 years of experience*).

### Energy/Facilities Lead

**Minimum/General Experience:** Minimum of 5 years. Applies full knowledge of particular technical area and a developing knowledge of other technology areas.

**Duties/Functional Responsibilities:** Introduces working knowledge of related disciplines in assessing technical problems. Solves a wide range of difficult problem in imaginative and practical ways using professional concepts and procedures. Works on diverse problems requiring evaluation of identifiable factors. Works independently; receives no instructions on routine work and general instructions on new assignments. Presents alternatives, solutions, or strategies, considering client requirements and Noblis capabilities. Typical tasks may include, but are not limited to, developing system requirements and providing strategic, tactical, and operational-level planning support.

**Minimum Education:** Bachelor's degree or equivalent specialized experience (*1 year of education = 1.5 years of experience*).

### Senior Staff

**Minimum/General Experience:** Minimum of 1 year. Applies knowledge of particular technical area and a general sense of other technology areas.

**Duties/Functional Responsibilities:** Writes brief technical documents, primarily for internal use. Solves a variety of structured problems, applying standard professional concepts and methodologies. Works on diverse problems requiring evaluation of identifiable factors. Receives general instructions on routine work and specific instructions for new work; progress is regularly reviewed. Full use and application of



established practices. Typical tasks may include, but are not limited to, assisting in developing requirements or identifying organizational goals and mission statements.

**Minimum Education:** Bachelor's degree or equivalent specialized experience (*1 year of education = 1.5 years of experience*).

## Staff

**Minimum/General Experience:** Minimum of 5 years. Applies particular project or technology area knowledge.

**Duties/Functional Responsibilities:** Works as part of project team. Contributes to solving a variety of structured problems by applying standard professional concepts and methodologies or providing complex and detailed analysis. Summarizes information in studies or reports documenting agencies' management, organizational, and business improvement efforts. Documents own work for the use of others on project team; may contribute to development of client documentation. Monitors own progress on assigned tasks.

**Minimum Education:** High school diploma or equivalent. (*1 year of education = 1.5 years of experience*).

## Associate

**Minimum/General Experience:** Minimum of 3 years experience. Applies developed skills and follows standard principles, theories, concepts, and techniques.

**Duties/Functional Responsibilities:** May use independent judgment by evaluating possible courses of action, applying developed skills, and following standard principles, theories, concepts, and techniques in choosing the most appropriate solution to problems of limited scope. Exchanges routine information that may require clarification but not interpretation. Work is closely managed. Decisions and duties are regularly reviewed.

**Minimum Education:** High school diploma or equivalent (*1 year of education = 1.5 years of experience*).



## Support Specialist

**Minimum/General Experience:** Minimum of 3 years experience. Applies developed skills in area of specialization. Adapts procedures, techniques, tools, materials, and equipment to meet special needs and to complete a variety of tasks with increasing complexity and reflecting a high degree of variety.

**Duties/Functional Responsibilities:** Duties may at times be non-routine in nature and varied in complexity. May act as a resource to less experienced employees. Some judgment and initiative may be required in resolving routine problems and making routine recommendations. May be responsible for portions of a larger project. May request information and guide work from lower-level staff. Works under general supervision. May act independently to plan and accomplish routine assignments. Typically receives general instructions on new assignments.

**Minimum Education:** High school diploma or equivalent (*1 year of education = 1.5 years of experience*).



# Ordering Information

1. **Contractor Name:** Noblis, Inc.
2. **Type of Contractor:** Large Business
3. **Contractor's Taxpayer Identification Number (TIN):** 54-1781521
4. **CAGE Code:** 05DZ5
5. **DUNS Number:** 932902364

6. **Inspection/Acceptance:**

The contractor shall only tender for acceptance those items that conform to the requirements of this contract. The government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The government must exercise its post-acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to a defect in the item.

7. **Limitation of Liability:**

Except as otherwise provided by an express warranty, the contractor will not be liable to the government for consequential damages resulting from any defect or deficiencies in accepted items.

8. **Special Provisions for Task Orders:**


Agencies may incorporate provisions in their task orders that are essential to their requirements (security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law.




## 9. Federal Acquisition Regulation 8.405-2 — Ordering Procedures for Services Requiring a Statement of Work

- (a) **General.** Ordering activities shall use the procedures in this subsection when ordering services priced at hourly rates as established by the schedule contracts. The applicable services will be identified in the Federal Supply Schedule publications and the contractor's pricelists.
- (b) **Statements of Work (SOWs).** All SOWs shall include the work to be performed; location of work; period of performance; deliverable schedule; applicable performance standards; and any special requirements (e.g., security clearances, travel, special knowledge). To the maximum extent practicable, agency requirements shall be performance-based statements (see Subpart 37.6).
- (c) **Request for Quotation (RFQ) procedures.** The ordering activity must provide the RFQ, which includes the SOW and evaluation criteria (e.g., experience and past performance) to schedule contractors that offer services that will meet the agency's needs. The RFQ may be posted to GSA's electronic RFQ system, e-Buy (see 8.402[d]).
  - (1) Orders at or below the micro-purchase threshold. Ordering activities may place orders at or below the micro-purchase threshold with any Federal Supply Schedule contractor that can meet the agency's needs. The ordering activity should attempt to distribute orders among contractors.
  - (2) For orders exceeding the micro-purchase threshold, but not exceeding the maximum order threshold.
    - (i) The ordering activity shall develop an SOW.
    - (ii) The ordering activity shall provide the RFQ (including the statement of work and evaluation criteria) to at least three schedule contractors that offer services that will meet the agency's needs.



- 
- (iii) The ordering activity should request that contractors submit firm-fixed prices to perform the services identified in the SOW.
  - (3) For proposed orders exceeding the maximum order threshold or when establishing a BPA. In addition to meeting the requirements of 8.405-2(c)(2), the ordering activity shall—
    - (i) Provide the RFQ (including the SOW and evaluation criteria) to additional schedule contractors that offer services that will meet the needs of the ordering activity. When determining the appropriate number of additional schedule contractors, the ordering activity may consider, among other factors, the following:
      - (A) The complexity, scope, and estimated value of the requirement.
      - (B) The market search results.
    - (ii) Seek price reductions.
  - (4) The ordering activity shall provide the RFQ (including the SOW and the evaluation criteria) to any schedule contractor who requests a copy of it.
  - (d) **Evaluation.** The ordering activity shall evaluate all responses received using the evaluation criteria provided to the schedule contractors. The ordering activity is responsible for considering the level of effort and the mix of labor proposed to perform a specific task being ordered and for determining that the total price is reasonable. Place the order, or establish the BPA, with the schedule contractor that represents the best value (see 8.404[d]). After award, ordering activities should provide timely notification to unsuccessful offerors. If an unsuccessful offeror requests information on an award that was based on factors other than price alone, a brief explanation of the basis for the award decision shall be provided.



- 
- (e) **Minimum documentation.** The ordering activity shall document—
- (1) The schedule contracts considered, noting the contractor from which the service was purchased
  - (2) A description of the service purchased
  - (3) The amount paid
  - (4) The evaluation methodology used in selecting the contractor to receive the order
  - (5) The rationale for any tradeoffs in making the selection
  - (6) The price reasonableness determination required by paragraph (d) of this subsection
  - (7) The rationale for using other than—
    - (i) A firm-fixed-price order
    - (ii) A performance-based order

## **10. Security Requirements**

In the event that security requirements are necessary, the ordering activities may incorporate in their delivery orders a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency.

## **11. Purchase of Open-Market Items**

NOTE: Open-market items are also known as incidental items, non-contract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering office contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS)—referred to as open-market items—to a Federal Supply Schedule BPA or an individual task or delivery order, only if all of the following are true:

- (a) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing



[Part 5], competition requirements [Part 6], acquisition of commercial items [Part 12], contracting methods [Parts 13, 14, and 15], and small business programs [Part 19])

- (b) The ordering office's contracting officer has determined that the price for the items not on the Federal Supply Schedule is fair and reasonable
- (c) The items are clearly labeled on the order as items not on the Federal Supply Schedule
- (d) All clauses applicable to items not on the Federal Supply Schedule are included in the order.



## **12. GSA Advantage!**

GSA Advantage! is an online, interactive electronic information and ordering system that provides online access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts. Agencies can access GSA Advantage! on the Internet at [www.gsaadvantage.gov/](http://www.gsaadvantage.gov/).

## **13. Blanket Purchase Agreements**

Federal Acquisition Regulation (FAR) 13.303-1 defines a BPA as "a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply."

The use of BPAs under the GSA Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which states that BPAs may be established with "Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."



# Pricing Appendix

03FAC Hourly Labor Rates

**Period of Performance: 3 November 2009 through 2 November 2014**

**Awarded SINs: 871- 202/203/205/206/207/208/209/210/211**

Availability	Labor Category	GSA Catalog Price
All Awarded SINs	Energy/Facilities Senior Fellow/Director	\$335.52
All Awarded SINs	Energy/Facilities Fellow/Senior Manager	\$320.60
All Awarded SINs	Energy/Facilities Senior Principal/Manager	\$298.24
All Awarded SINs	Energy/Facilities Principal	\$238.59
All Awarded SINs	Energy/Facilities Lead	\$216.22
All Awarded SINs	Senior Staff	\$171.49
All Awarded SINs	Staff	\$134.21
All Awarded SINs	Associate	\$96.93
All Awarded SINs	Support Specialist	\$82.02

**DISAST  
RECOV** — Hourly Rates/Labor Categories listed above are also valid for Disaster Recovery Purchasing and will be reflected as such with an “RC” following the SIN.

All rates include .75% IFF





**GS-21F-0023W**

3150 Fairview Park Drive South  
Falls Church, VA 22042-4519  
Tel 703-610-2007 or 877-662-4799  
Fax 703-610-2020